



NATIONAL CONFERENCE OF PRINCIPALS OF COLLEGES OF EDUCATION-GHANA (PRINCOF)

PRINCOF SECRETARIAT, P. O. BOX MB 473, MINISTRIES POST OFFICE, ACCRA

Our Ref: *PRINCOF/GS/GC/2025.001*

14th January, 2025.

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Dear Sir/Madam,

INVITATION TO TEST REPORT RECONCILIATION & CORRECTION WORKSHOP

Please, I have been directed to bring to your attention that the Controller and Accountant General's Department, as part of the process of migrating staff of Colleges of Education onto the universities salary structure, shall hold The Test Report Reconciliation & Correction Workshop from the morning of 16th January, 2025 to 20th January 2025 at the Tomreik Hotel, Accra.

As part of the process, you are invited to attend and participate in The Workshop with Representatives as detailed below:

S/N	DEPARTMENT/GROUP	NO. OF REPRESENTATIVES
1.	Ministry of Finance (MoF)	1
2.	Ministry of Education (MoE)	1
3.	Ghana Tertiary Education Commission (GTEC)	3
4.	Fair Wages and Salaries Commission (FWSC)	2
5.	Conference of Principals of Colleges of Education (PRINCOF)	2
6.	Colleges of Education Tutors Association of Ghana (CETAG)	3 (one would be catered for by CETAG)
7.	Colleges of Education Non-Teaching Staff Association of Ghana (CENTSAG)	2
8.	Controller and Accountant General's Department (CAGD)	10
Total Participants		24

Please, take note that arrival at the hotel and commencement of work shall be at 10.00AM on the morning of 16th January, 2025, however, check-in shall be after midday. Departure would be on 20th January, 2025.

Thank you.

Yours faithfully,

Dr. Samuel Addae-Boateng
General Secretary, PRINCOF